



REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

Date: 7/26/13	Interviewer: Laura Eckert	RFA #13 – 34
Person(s) Requesting Assistance: [redacted] re [redacted] and [redacted]		
Contact Numbers (telephone, e-mail, etc.):		
Status of Person(s) Interviewed (title, position, student status, etc.): employees		
Requested Assistance Pertaining To (name, position, policy, project, etc.):		

To the best of your knowledge, please fill out the following:

Interviewee Status: Male ☐ Female ☐ Administrator ☐ Faculty ☐ Staff ☒ Student ☐
 Concern Regarding: Male ☐ Female ☐ Administrator ☐ Faculty ☐ Staff ☒ Student ☐

Category: *(Please check at least one)*

- | | | | | |
|--|--|---|-------------------------------------|--|
| <input type="checkbox"/> Age | <input type="checkbox"/> Color | <input type="checkbox"/> Creed | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status |
| <input type="checkbox"/> Marital Status | <input type="checkbox"/> National Origin | <input type="checkbox"/> Race | <input type="checkbox"/> Religion | <input type="checkbox"/> Retaliation |
| <input type="checkbox"/> Sex/Gender | <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression | | | | |

Time Line		
Date	Item	Comments
7/25/13	Dean [redacted] called EOO Im for LE to call next day	[redacted]
7/26	LE called Dean [redacted]	He has overheard from others that [redacted] may be feeling she has been retaliated against.
7/26	LE called [redacted]	[redacted]
7 29 13	LE call [redacted]	[redacted]
7 29 13	LE o/c w [redacted]	Is [redacted] feeling retaliated against because of earlier complaint? [redacted]: no, she will think further and if she thinks it is retaliation she will let me know.

7 30 13	LE call [REDACTED]	Review status, See notes
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Resolution:

Resolved to Individual's Satisfaction **[R]**

☐ Transitioned to Complaint **[F]**

☐ Unresolved **[U]**

☐ Referred to another University Office **[REF]**